

**BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

Meeting Date: June 18, 2003 Division: County Administrator

Bulk Item: Yes No X Department: County Administrator

AGENDA ITEM WORDING: Approval to proceed with due diligence for the purchase of six (6) lots on Cudjoe Key for the site of a Lower Keys government services building.

ITEM BACKGROUND: This site will be utilized to relocate Growth Management from Marathon thus possibly allowing that space to house a dedicated EOC. Monroe County was offered this property to lease or purchase. Further research on the property involving Growth Management, Land Authority and Public Works was done to determine the feasibility of utilizing the property. It has been determined that this property would serve Monroe County's need for a site for unincorporated services center and the office space required to meet the needs of Growth Management and a satellite office for Engineering and other related activities. The property would be purchased with 304 funds allocated to expand the Cudjoe Substation. The construction of this new facility is proposed utilizing the remaining funds identified previously in addition to the 304 funds allocated in future years for a dedicated EOC. Due diligence will include an appraisal to determine value.

PREVIOUS RELEVANT BOCC ACTION: At the December 18th, 2002, BOCC Meeting, a discussion concerning this property was held and direction was given to proceed.

CONTRACT/AGREEMENT CHANGES: N/A

STAFF RECOMMENDATIONS: Approval as stated above.

TOTAL COST: Cost of due diligence. **BUDGETED:** Yes X NO
304-26001-560620-CP0002

COST TO COUNTY: Cost of due diligence. **SOURCE OF FUNDS:** Infrastructure sales tax

REVENUE PRODUCING: YES NO X **AMOUNT PER MONTH** **YEAR**

APPROVED BY: County Atty. OMB/Purchasing Risk Management

Item Prepared By: 
James Roberts, County Administrator

DOCUMENTATION: Included X To follow Not required

DISPOSITION: **AGENDA ITEM #** 59

**MINUTES
OF THE MONROE COUNTY
BOARD OF COUNTY COMMISSIONERS**

Regular Meeting
Board of County Commissioners
Wednesday, December 18, 2002
Marathon, Florida

A Regular Meeting of the Monroe County Board of County Commissioners convened at 9:00 A.M., on the above date at the Marathon Government Center. Present and answering to roll call were Commissioner Charles "Sonny" McCoy, Commissioner Murray Nelson, Commissioner George Neugent, Commissioner David P. Rice, and Mayor Dixie Spehar. Also present were Danny L. Kolhage, Clerk; Isabel C. DeSantis, Deputy Clerk; James Roberts, County Administrator; James Hendrick, County Attorney; County Staff, members of the press and radio; and the general public.

All stood for the Invocation and Pledge of Allegiance.

ADDITIONS, CORRECTIONS, DELETIONS

Motion was made by Commissioner Neugent and seconded by Commissioner Nelson granting approval of the Additions, Corrections, and Deletions to the Agenda. Motion carried unanimously.

PRESENTATION OF AWARDS

Presentation of an Appreciation Plaque to Alice Skinger, upon her retirement, after over twenty years of service as Chairman of the Monroe County Public Library Advisory Board.

Mayor's Proclamation proclaiming December 21, 2002 as National Homeless Persons Memorial Day (to remember those homeless persons, who have died on our nation's streets or shelters as a result of hypothermia, poverty, accidents, murders, AIDS, TB and etc.).

James Roberts, County Administrator announced that he had received communication from Congresswoman Ros-Lehtinen's office concerning a meeting that is scheduled for Friday, December 20, 2002 at 11:00 A.M. at Hawk's Cay Resort in Marathon concerning wastewater funding. Commissioner Yvonne Harper from the City of Layton and as their appointee to the Wastewater Task Force addressed the Board. After discussion, Mayor Spchar called for a Spccial Meeting for Friday, December 20, 2002 at 11:00 A.M. at Hawk's Cay Resort in Marathon.

BULK APPROVALS

RESOLUTION NO. 588-2002

Said Resolution is incorporated herein by reference.

Motion carried unanimously, with Commissioner Rice abstaining.

DIVISION OF PUBLIC WORKS

* Mr. Roberts and County Engineer Dave Koppel addressed the Board concerning property on Cudjoe Key for emergency response services and office space. Property on US1 at Sarcama Drive on Cudjoe Key is available for lease or purchase. The developer is willing to design and/or build whatever facility the County needs. Currently the County needs a fire facility and office space for Growth Management. If we pursue this, the following will happen: 1) Fire Station will be constructed at this location instead of Cudjoe Gardens; 2) EMS Station will be moved to new location from Cudjoe Gardens; 3) Sheriff will get vacated EMS space at Cudjoe Gardens; 4) Growth Management will relocate staff from Marathon and Key West to this location to better serve lower keys; 5) Second Floor of Marathon Government Center currently occupied by Growth Management will be vacated and available for conversion into a dedicated EOC. After discussion, motion was made by Commissioner Nelson and seconded by Commissioner Neugent to proceed with the matter. Motion carried unanimously.

AIRPORTS

Public Safety Director, Reggie Paros reported to the Board concerning status of the Florida Keys Marathon Airport's 139 limited certification. Mr. Paros also discussed general airport activities including capital improvement projects; apron expansions; 32 t-hangars; sheriff's hangar construction to begin in January; a fuel tank for Jet A fuel; relocating of 4 shade hangars; award of contract for the landscaping and improvements to the frontage road, and special events.

Commissioner Neugent discussed skydiving events at the Florida Keys Marathon Airport.

Key West Airport Manager Peter Horton updated the Board concerning the Cuban aircraft that landed at the airport illegally on November 11, 2002, and discussed the placing of a lien on the aircraft to cover security costs. After discussion, motion was made by Commissioner McCoy and seconded by Commissioner Nelson authorizing the placement of a lien on the aircraft to cover the costs of guarding the plane. Motion carried unanimously.

Commissioner McCoy requested status of the runway safety areas at the Key West International airport. Mr. Horton addressed the Board.

Michael L'Engle Thompson, AICP, Senior Airport Planner, representing URS Corporation made a presentation of the document entitled *Florida Keys Marathon*

MEMORANDUM

TO: Stephanie Coffe, Construction Manager

FROM: Timothy J. McGarry
Director, Growth Management Division

DATE: November 19, 2002

SUBJECT: **Relocation of Growth Management Division Staff to
Lower Keys Service Center**

The Division intends to relocate all 7 Code Enforcement Department personnel from the Gato Building, and 1 Building Department employee from Stock Island [the other existing position will be eliminated]. The Division will also relocate 5 Planning and Environmental Resources Department personnel and 7 Building Department personnel from Marathon to the new Lower Keys office. The 1 Marine Resources Department employee in Stock Island will be moved to the Gato Building or could be relocated to the new Lower Keys Office Building.

The Growth Management Division would need approximately 5,000 of office space to accommodate at least 20 employees and provide sufficient space for all files and records; copying, printing, and computer equipment; a functional waiting area for customers; a small conference; and at one unassigned vacant office. The extra office will be used by Division personnel visiting from Marathon. [These estimates do not include consideration of a large public or community meeting room.]

The Division believes that sufficient space can be made available in the Marathon Government Center to allow all remaining staff on the second floor to be relocated to offices downstairs, which could free up this area for a dedicated EOC.

Should you need any further information, please call me.

Douglas Bell Inc.**Electrical
Contracting**

LIC. #EC 747

745-1551P.O. Box 752
Big Pine Key, FL 33043

Attention: Mark Rosch

From: Doug Bell

Rec'd
4/22/03MONROE COUNTY
CONSTRUCTION MANAGEMENT

APR 29 2003

RECEIVED

Fu
cc Dave (Stephanie)
PSM
4/22/03 4/22/03

As per our telephone conversation, I have put together some figures and different cinereous on the properties on Sacarma Drive.

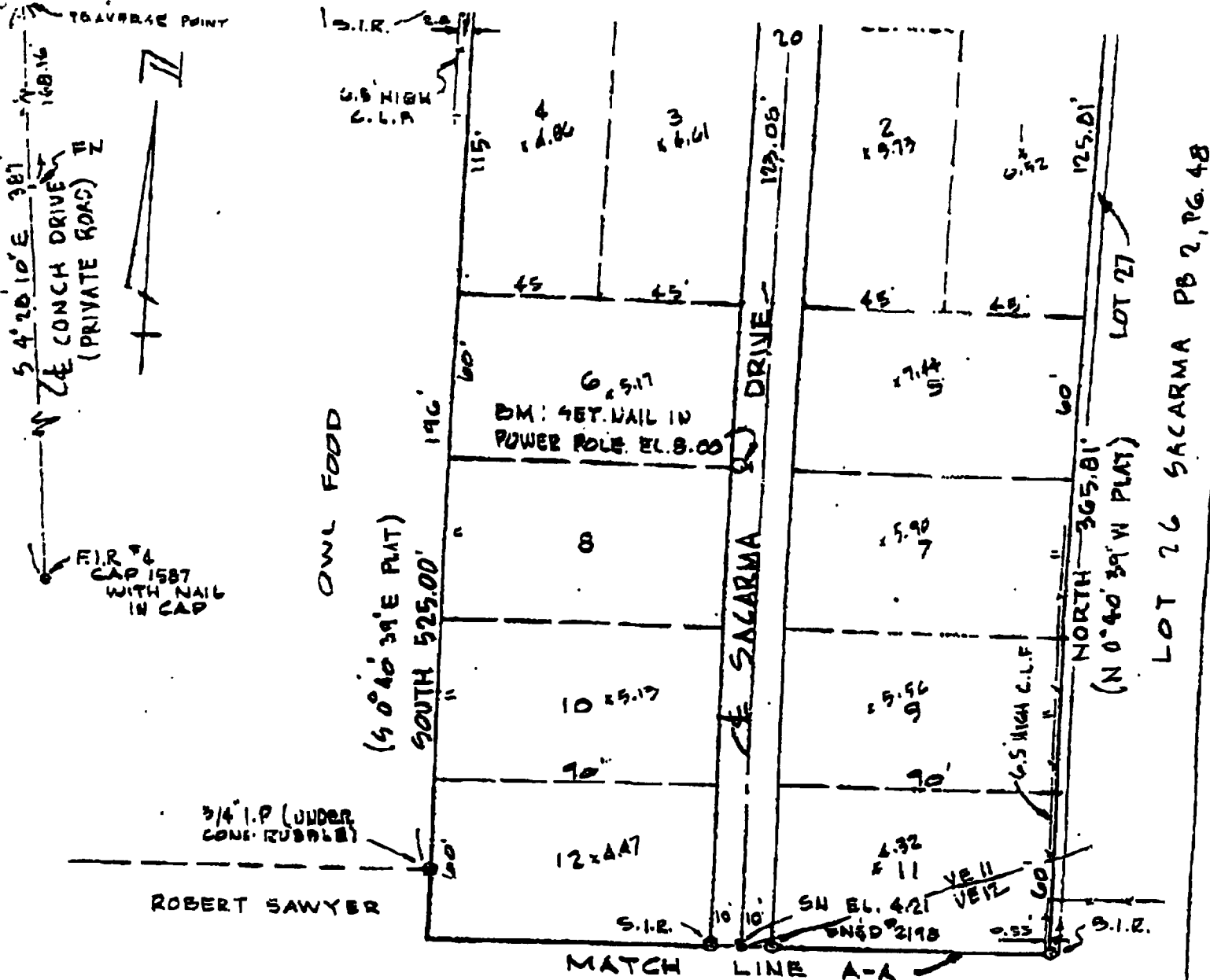
1.) Purchase all fifteen lots with existing 2100 square foot structure with active building permits and plans for 11,200 square foot office building.
Price, One million three hundred thousand. (\$1,300,000)

2.) Purchase lot number 1,2,5,7,9, and 11 with permits and plans for 11,200 square foot structure. Price, Eight hundred thousand. (\$800,000)

3.) Purchase lot number 1,2,5,7,9 and 11 permit and construct as per plans 11,200 square foot office building.
Approximate construction cost are \$130.00 dollars per square foot. Price, Two million two hundred and fifty six thousand. (\$2,256,000)

Mark, as we discussed we expect to receive the building permits with in the next two weeks. Shortly there after we will be putting the property up for sale, if you are interested please let me know A.S.A.P

Thank You
Doug Bell



CERTIFIED TO:

DOUG BELL AND RUDY KRAUSE

DATE OF FIELD SURVEY 3 MAY 2001

James B. Case
 JAMES B. CASE PSN NO. 2108
 NOT VALID WITHOUT SIGNATURE AND ORIGINAL
 RAISED SEAL OF THE FLA. LICENSED SURVEYOR & MAPPER
 THIS SURVEY IS NOT ASSIGNABLE.
 THIS SURVEY SUBJECT TO A TITLE SEARCH.

SHEET 1 OF 2

BOUNDARY SURVEY

BY J.B.C. - A.C.
 BY J.B.C.
 BY J.B.C. - A.C.

J.B. CASE
 SURVEYOR AND MAPPER
 953 FLAGSHIP DRIVE
 SUMNERLAND KEY, FLORIDA 33042
 MAILING ADDRESS: P.O. BOX 420283 TEL. NO. (305) 745-2473

SCALE: 1" = 50'

P.A. NO: 2399

DWG. NO: A-1906

DOUG BELL AND RUDY KRAUSE